

**EFFECTIVE**

July 1, 2018.

**Subject(s)****Administrative Policy Accounting (APA) 231- Group Meetings**

All Michigan Department of Health and Human Services (MDHHS) employees and contractors must follow the group meetings policy for conventions, seminars, conferences, and retreats, etc. in this item.

The policy also lists the requirements for group meals and the payment process.

*Reason:* New item.

**MANUAL  
MAINTENANCE  
INSTRUCTIONS**

**Added Items ...**

[APA 231](#)